



BERLIN MAYOR AND COUNCIL
Meeting Agenda

Berlin Town Hall
10 William Street
Monday, September 26, 2022

7:00 PM REGULAR SESSION – Council Chambers

1. Approval of the Minutes for the Regular Session of 09.12.22
2. Announcement of Trick-or-Treating Hours – Police Chief Arnold Downing
3. Police Department – Recruitment and Retention Approvals – Police Chief Arnold Downing and Mayor Zack Tyndall
4. Acting Town Administrator’s Report
5. Departmental Reports
6. Comments from the Council
7. Comments from the Mayor
8. Comments from the Public
9. Comments from the Press
10. Adjournment

7:30 PM WORK SESSION – Council Chambers

Work Session with Berlin Fire Company to immediately follow the Regular Session. Work Session is open to public attendance, but public participation is at the discretion of the Mayor.

1. Berlin Fire Company’s New Emergency Response Fee
2. Ambulance Replacement.

To access the Meeting via Facebook, please click the blue Facebook icon at the top of any page on www.berlinmd.gov, or type @townofberlinmd in the Facebook search bar. QR code links to online packet.

Anyone having questions about the meetings mentioned above or needing special accommodations should contact Acting Town Administrator Mary Bohlen at (410) 641-2770. Written materials in alternate formats for persons with disabilities are made available upon request. TTY users dial 7-1-1 in the State of Maryland/outside Maryland dial 1-800-735-2258.





BERLIN MAYOR AND COUNCIL
Meeting Minutes
Monday, September 12, 2022

7:00 PM REGULAR SESSION – Berlin Town Hall Council Chambers

Present: Mayor Zackery Tyndall, Vice-President Dean Burrell, Councilmembers Troy Purnell, Jack Orris, Shaneka Nichols, and Jay Knerr.

Staff Present: Town Administrator Mary Bohlen, Finance Director Natalie Saleh, Electric Utility Director Tim Lawrence, Planning Director Dave Engelhart, Water Resources Director Jamey Latchum, Economic and Community Development Director Ivy Wells, Public Works Director Jimmy Charles, Town Attorney David Gaskill, Human Resources Director Kelsey Jensen, and Administrative Assistant Kate Daub.

This meeting was also broadcast live via Facebook. Following a moment of silence and the Pledge of Allegiance, Mayor Tyndall called the meeting to order at approximately 7:00 PM.

1. Approval of the Minutes for:

a. Executive Session of 08.22.22:

On the motion of Councilmember Orris, second by Councilmember Knerr, the Executive Session minutes of September 22, 2022, were approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

b. Statement of Closure for Executive Session of 08.22.22:

Mayor Tyndall read the Statement of Closure.

c. Regular Session of 08.22.22:

Councilmember Orris stated that on page five Ms. Hedlesky was referring specifically to speeding on West Street and not Town-wide, he wanted to see the corrections made in that statement. On the motion of Councilmember Orris, second by Councilmember Knerr, the Regular Session Minutes of September 22, 2022, with the amendments, were approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

2. Presentation – Worcester County Arts Council
Executive Director Anna Mullis, Board President Dr. Donna Main, and Board Member Jim Meckley presented updates to the Mayor and Council about events held this year and the upcoming Paint Worcester County event. They said the opening reception for the event will be held at the Worcester County Library in Berlin Friday, September 23, 2022, from 1:30 pm until 5:00 pm and that painting would be available for purchase. The Mayor and Council thanked them for their work in the community.
3. Public Hearing: Ordinance 2022-06 Amending Chapter 8, Article II, Section 8-30 Short-Term Rentals (STR)
Planning Director Dave Engelhart presented the changes to the STR ordinance. Mayor Zack Tyndall opened the Public Hearing at 7:26 pm.

Resident Todd Martinek asked for clarity on primary residence; Mr. Engelhart said it would require someone to live at the property for 180 days or more annually. Mr. Martinek then asked how many applications had been received thus far; Mr. Engelhart said 13. Mr. Martinek then suggested the Town place a cap on the number of STR allowed in Town limits. Town Attorney David Gaskill said they are not allowed to place caps if they are in an eligible zone.

Resident Woody Bunting asked for clarity on if “owner occupied” was included in the original language; Mr. Engelhart said it was not, but that it was discussed as an alternative to the primary residence option; He further added that no one is required to be on the property at the time of the rental with the current language in the ordinance.

Resident James Walsh asked why it took six months for the language to be clarified; Mayor Tyndall explained that there is a process for any changes to the Town’s ordinances.

Devin and Kristin Potler read a letter from Ms. Potler’s mother, an STR owner explaining that they feel unwelcome and that they had planned to use their STR as a retirement property, but feel the recent changes will not allow them to continue operating their STR. Councilmember Orris asked what zone the Potler’s property was in; Mr. Engelhart said they are in the R2 district.

Resident Marie Velong stated that because STRs are a controversial topic, perhaps they should form a separate committee or have each case reviewed by the Board of Appeals. She also asked if there will be an annual review process to determine if the property is still a primary residence; Mr. Engelhart said it would be reviewed annually. Ms. Velong then asked if this would impact accessory dwelling units; Mr. Engelhart said it would, but that is a much broader topic that will not be discussed this evening.

Resident Kim Holloway questioned when the 28-day room tax would apply to an STR; Mr. Engelhart said that is managed by the County but would be required after continuous stays of 28 days or more.

Resident Anne Pollack expressed concerns about having transient rental properties in her neighborhood and noted that there are several families in the community looking for long-term rentals.

Councilmember Knerr asked if it is true that if a property is an LLC it cannot be declared as a primary residence; Mr. Gaskill said he would think that is correct but would need to clarify. Mr. Potler stated their property is under an LLC; Councilmember Nichols stated that an LLC could also operate as a long-term rental option.

Resident Cam Bunting said when she sells homes, she often tells buyers to be aware of the STR regulations if that is their intent when buying.

Resident Ryan Nellans said with his current zoning he can rent his property as an STR but asked for clarity on the process of zoning changes; Mr. Engelhart said a zoning district can change and explained the process if that were to occur.

With no further questions or comments from the public, the Public Hearing closed at 8:03 pm.

On the motion of Vice-President Burrell, second by Councilmember Nichols, the Short-Term Rental Ordinance amendments, were approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

4. Motions for Approval:

a. 2022-09: Award of Contract for Henry Park Basketball Court Lighting

Town Administrator Mary Bohlen and Electric Utility Director Tim Lawrence recommended Musco Sports Lighting to complete the lighting at the Henry Park Basketball Courts, noting that they are the same company that did the Tennis Court lighting project, which the Town was satisfied with. Councilmember Orris asked why this did not go out to bid; Mr. Lawrence stated that they are a member of Sourcewell which is a bidding service and of which the Town is a member, eliminating the need for the Town to undergo the bidding process.

On the motion of Vice-President Burrell, second by Councilmember Knerr, Motion 2022-09 was approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

Mayor Tyndall added that the Town's obligation on the overall project is \$10,000 and the remaining funds are from the grant with DNR.

b. 2022-10: Award of Contract for RFP 2023-01 Storm Drain Replacement Project

Water Resources Director Jamey Latchum

Mr. Latchum reminded the Mayor and Council that the storm drainpipe at 105 Washington Street has failed and that EA Engineering designed the replacement project, and the project has gone out for bid; He stated four bids were received. EA has recommended Goody Hill and asked they be awarded the project for the bid amount of \$124,443.

Mayor Tyndall asked Mr. Latchum for confirmation to confirm that the Town allocated \$110,000 for the project from ARPA, a difference of approximately \$15,000. Mayor Tyndall asked if the remaining balance needed for the project would come out of the remaining stormwater funds. Mr. Latchum said the overall project cost was estimated at \$124,000 but emphasized that if some of the proposed alternatives could be done ahead of time, it could knock off roughly \$7,000 from the overall projected cost.

Mayor Tyndall asked if the \$15,000 would impact the other R2 grant applications the department is trying to pursue. Mr. Daryl Kolar said this would not apply to other grant applications. Mr. Kolar added that the most recent grant application submitted has allowed them to team with Maryland Coastal Bays, and they offered a leverage amount and letter of commitment for \$10,000.

Councilmember Knerr asked Mr. Latchum to confirm that the drain line being discussed runs from Washington Street along the property line at 105 to the end of the ditch. Mr. Latchum confirmed, stating the plan is to collapse the terracotta pipe in place and put the new pipe five feet off the property line and that the Town has been granted the appropriate easement. Councilmember Knerr asked if the easement was not there before; Mr. Latchum said it dated back to 1878.

Councilmember Orris further reviewed the ARPA spending plan, stating that the \$14,000 overage will not have an effect.

On the motion of Councilmember Knerr, second by Councilmember Orris, Motion 2022-10 was approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

c. 2022-11: 2023 Event Schedule

Economic and Community Development Director Ivy Wells presented the 2023 event schedule and added that Reggae Playday would not take place this year, but she will bring an alternative event forward at a later date. She stated that the Back to School Movie Night at Henry Park was added.

On the motion of Councilmember Nichols, second by Councilmember Purnell, Motion 2022-11 was approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

5. Approval of the American Legion Post #123 Special Sunday Permit for October 23rd

Mayor Zack Tyndall presented the request for the Special Sunday Permit. Councilmember Orris asked for clarity on how these are submitted. Ms. Jensen said they are left with Customer Service, and they give the request to the Mayor. Mayor Tyndall added that if time allows, he adds it to the Council's Agenda for approval.

On the motion of Vice-President Burrell, second by Councilmember Nichols, the Short-Term Rental Ordinance amendments, were approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

6. Approval of We Heart Berlin's request to hold Love Day at Henry Park on September 25th
 Adrian Bowen and Mary Hedlesky were present on behalf of We Heart Berlin and explained their request. Mayor Tyndall stated that the Park's Commission had a favorable recommendation for the event but stated that it would place a burden on staff resources. Ms. Hedlesky said they will only need police services for traffic control; Mr. Bowen added that at past events they clean up after themselves and do not typically require additional services from the Town. Ms. Bohlen said that the Public Works Department would need to provide additional trash cans, clean up the park, and clean the bathrooms and that both the Police Department and Public Works will be providing services Downtown for the Fiddler's Convention that weekend, putting a strain on available resources; She also added that it is a requirement to give a 60-day notice to the Town when requesting use of the parks and Town services. There was a discussion over holding the event later and Mayor Tyndall added that if We Heart Berlin would like the event to take place annually, they should make the Town aware as soon as possible.

On the motion of Councilmember Orris, second by Councilmember Knerr, the Love Day Event was approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP		X			
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	4	1			

Councilmember Nichols asked them to please plan ahead for the future. Councilmember Orris said he does not see the 60-day requirement on the application and staff should add it if it is a requirement.

7. Termination of a Lease

Town Attorney David Gaskill explained that the Town had a lease with a private party to use a portion of the old processing plant and parking lot but has been awarded a demolition grant for \$500,000 for the property. Before proceeding with the demolition project, the lease needed to be terminated to give the tenant sufficient time to vacate the building.

On the motion of Vice-President Burrell, second by Councilmember Nichols, the lease termination was approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell		X			
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	4	1			

8. Town Administrator's Report – Mary Bohlen

Ms. Bohlen reviewed details of the Town Power Outage, confirming that it will begin Saturday morning September 17, 2022, from 12:01 AM through 6:00 AM. She noted the Board of Elections met Wednesday, September 7, 2022, and will meet again on Tuesday, September 27, 2022, for election training. Ms. Bohlen added that September 27, 2022, serves as the deadline for any write-in candidates, and any write-in candidates will be certified at the meeting on September 27, 2022.

9. Departmental Reports:

a. Economic and Community Development Director – Ivy Wells

Ms. Wells returned to Councilmember Orris's question regarding the current wording included in the event application. She stated that per the event application insert, all events must be submitted between July 1 and September 1 to present events for approval. Ms. Bohlen clarified that the 60-day filing is noted in the Parks Code for Special Events. Ms. Wells said the Small Town Throwdown was sponsored by the Atlantic Hotel on Saturday, September 10, 2022. The stage used at the event was larger than anticipated, which affected the time of the planned road closures for the event. Ms. Wells said she, Administrative Assistant Allison Early, Alan Parkinson, and Councilmember Orris represented Berlin at the newly renovated Homes at Berlin during their community fair. She thanked Councilmember Orris for speaking at the event. Ms. Wells has been reviewing security cameras and Modular Vehicle Barrier Requests for Proposals (RFPs); she has been continuing with meetings and demos. She will also be speaking at the Shore Leadership session on September 21, 2022, at the Berlin Library. Ms. Wells is working on the Maryland State Arts Council Annual Report for the A & E District, adding that it is a very lengthy report and takes several weeks to compile. She also added that she is working on the quarterly department grant report for the Community Legacy, Main Street Improvement, and Strategic Demolition Grants. She said that an Advisory Board meeting for the A and E District was held, and within the next several months, A & E Chairman, Sonny, will be presenting an overview of the future goals of the district. Ms. Wells noted that the Mandala Pies ribbon cutting will be held Saturday, September 17th at 1:00 PM, and Berlin's new restaurant, 410 Social, has also officially opened. She added that the Berlin Community Yard Sale will be Saturday, October 22, 2022; D3 has created a sign-up form for participation and will put the form on the Town website once it is finalized. She will release the names and addresses of participants one week before the date of the yard sale. The Town Bulk pick-up is one week after the yard sale, which will allow residents to get rid of their items. Ms. Wells has also created all the graphics for the yard sale, power outage, social media, and other upcoming events. She stated that she will be on vacation out of the country from September 23, 2022, through October 2, 2022, and will not be accessible during this time.

b. Planning and Zoning Director – David Engelhart

Mr. Engelhart had no further updates.

c. Electric Utility Director – Tim Lawrence

Mr. Lawrence reviewed the Demands, Meter, and Net Meter Readings (Re-readings) throughout the town. He said this is the time of year to install and remove several banners and event panels, which occurs almost every week. He added the “big event” occurred on Flower Street, in which a utility pole was hit by a car on September 7, 2022, at 2:48 AM and knocked out Circuit 230. Most of the power was restored within an hour, with all power being restored by 12:30 PM. He added that the department has replaced a faulty transformer at the Decatur Street Extension and has continued with tree trimming and additional pole top maintenance. Mr. Lawrence said that workers have continued preparation at the Savage Substation for the planned power outage on September 17, 2022. He said that he hand-delivered a letter to all homes across the street from the site to make them aware of the work, that light towers will be installed on the premises, and it may be noisier than normal during the time of the planned work. Mr. Lawrence closed his report by mentioning that the power plant peak shaving occurred Monday, August 28, 2022, from 2:30 PM to 5:20 PM and again on Tuesday, August 30, 2022, from 2:30 PM to 4:40 PM.

d. Police Chief – Arnold Downing

Chief Downing was not present at the meeting to provide a report.

e. Finance Director – Natalie Saleh

Ms. Saleh noted that Monday, September 12, 2022, was the first day of the PKS audit, which will continue through the rest of the week. She said the department is printing and mailing bills on Tuesday, September 13, 2022, but is hoping that more people will continue to sign up for E-Billing. Mayor Tyndall asked Ms. Saleh if the Town can send the power outage notices to the E-Billing customers. Ms. Bohlen answered saying Billing Supervisor Melissa Coffey is looking into that.

f. Water Resources Director – Jamey Latchum

Mr. Latchum said the department had to pull an effluent pump from the treatment plant to send out for emergency repairs. He said they are working on the drying bed fans, which are currently not running. Mr. Latchum added that two of his employees have tested to receive their MDE certifications. He noted that the recent power outage affected their lift stations; his workers had to come in to ensure they had power. His department has completed meter readings and re-reads. Mr. Latchum attended a stormwater meeting with EA. He closed his report by stating the contractor finished painting the Franklin Avenue water tower which will be back online for water storage by Friday, September 16, 2022.

g. Public Works Director – Jimmy Charles

Mr. Charles said that with school going back in session, he has been receiving a lot of calls from the Transportation Department concerning low limbs hitting busses; they had been out the past two weeks to improve this. Public works prepared for the Small Town Throwdown event held Saturday, September 10, 2022, by closing streets and cleaning up after the weekend. He added that Public Works team members helped with traffic control while electric was being restored as a result of the Power outage following damage to the utility pole on Flower Street. Mr. Charles said Public Works Building Maintenance Division has been painting around the town building, painting offices, and hallways. He also said that the department was able to purchase ten new metal barricades, which will be used at Town events. This purchase will be covered by the downtown grant. Mr. Charles also said that a new race car was installed at the playground in Decatur Park. Mayor Tyndall thanked Mr. Charles and his crew for the work they did after the Small Town Throw Down event. Vice-President Burrell also thanked Mr. Charles, stating he was impressed by how clean the area was after driving through Town the next morning. Vice-President Burrell asked Mr. Charles if there was a schedule for street sweeping; Mr. Charles

answered that he tries to work with the trash route, but it should be occurring every week on every street.

h. Human Resources Director – Kelsey Jensen

Ms. Jensen said that she has been working with the new Administrative Assistant, Kate Daub, on training. She added that there are a few new positions that have been posted with the Town, specifically the Mayor's Assistant/Public Information Officer and a Part-Time Seasonal Public Works Employee. Councilmember Orris asked Ms. Jensen to clarify the role of the Part-Time Seasonal employee and asked for clarification to confirm that funding for this position was still in the Public Works budget. Ms. Jensen provided confirmation. She added that she will soon be posting for a Plant Operator Trainee and still has openings for a First Class Lineman, Police Officers, and Police Communication Officers. She also compiled information for the PKS audit and is still working on the Workers Comp audit. She added that a Flu Clinic has been scheduled for September 21, 2022, from 11 AM to 12 PM, which is open to all employees and their families. She has scheduled training sessions with LGIT, specifically mandatory Harassment training, and Civility in the Workplace, a new training offered. Ms. Jensen said she is working with state retirement to try and get the LEOPS process started. She also said that she did put out the RFP for the salary survey and the step and grade system, noting that bids are due back by October 7, 2022, and will continue working through some things before that process starts. Vice-President Burrell asked Ms. Jensen to clarify the training portion for the Plant Operator Trainee position. Ms. Jensen stated she and Mr. Latchum were thinking of dropping the "trainee" portion and implementing more hands-on training at the workplace. Mr. Latchum added multiple classes are offered and said he would ask the trainee to sign up for them which would be supported by the Town. Vice-President Burrell asked if there was anything in place that would then bind the individual to the Town following completion of the classes; Ms. Jensen said at this time, there is nothing in the current handbook that states this, however, it is something being worked on and will be discussed at a future Mayor and Council meeting.

10. Comments from the Council:

Councilmember Nichols complimented Mr. Lawrence and Mr. Charles on their response following the electrical outage as a result of the down utility pole accident.

11. Comments from the Mayor:

Mayor Tyndall provided a reminder for Walk Maryland Day to be held on October 5, 2022, at 4:30 PM. He said the plan is to have a walk at Stephen Decatur Park and a ribbon cutting to celebrate the new pathway.

12. Comments from the Public

Resident Marie Velong asked if there are plans for Ethics Training for the Ethics Committee. Mayor Tyndall acknowledged it is overdue and there are plans to coordinate training. Ms. Velong also asked if the audio-visual equipment is on the budget for this year. Mayor Tyndall said that it is being funded through ARPA and is an approved expenditure, but because of the number of RFP's it has been delayed. Ms. Velong asked if any council members have walked the pathway to realize that it does not need paving all over, adding that paving may not be necessary. Mayor Tyndall confirmed that the pathway will receive new asphalt. Ms. Bohlen stated what is there now is intended to be a sub-surface. Ms. Velong also shared her concerns about the branches blocking the stop sign on Washington Street, as well as other signs throughout the Town, and asked that this be addressed.

Resident Mary Hedleskey asked if the council had a chance to review the information for West Street. Mayor Tyndall said the information has been sent to the contractual grant writer to review

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whether the Town may be eligible. Ms. Hedleskey asked if anything temporary can be done in the meantime to help with speeding, and Mayor Tyndall said that is also something being addressed by the grant writer to discuss options. She also asked for an update about the property on Main Street. Mr. Engelhart responded saying he talked to the owner/representative and there is a meeting scheduled for Friday, September 16, 2022, with architects and engineers to come up with a final plan.

Vice-President Burrell asked if the Town or State has any authority to go on private property to eliminate things that obstruct signs on the highway, specifically stop signs. Mr. Engelhart said that the property owner is responsible for ensuring there is no obstruction. Mr. Engelhart said if the owner does not comply, the owner would be held in violation.

13. Comments from the Press – none.

14. Adjournment:

On the motion of Vice-President Burrell, second by Councilmember Purnell, the Mayor and Council meeting was adjourned at approximately 9:14 PM.

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

Respectfully Submitted,



Kate Daub
Administrative Assistant



MEMO

TO: Council

FROM: Mayor

MEETING DATE: Thursday, September 22, 2022

SUBJECT: Berlin Police Department Recruitment and Retention

SUMMARY

The Chief of Police, Town Administrator, Human Resources Director, and Mayor began meeting regularly on June 29, 2022, to discuss the recruitment and retention issues facing the Town of Berlin Police Department. Following our meeting on June 29, 2022, an executive session was scheduled with the Mayor and Council for July 11, 2022, to brief the entire group on the public safety challenges that existed within the Town of Berlin.

Regular meetings continued between the Chief of Police, Lt. Fisher, Town Administrator, Human Resources Director, and the Mayor. During the meetings, the following items were discussed:

- Creating a Field Training Officer (FTO) shift differential of \$1.75 per hour while a Berlin Police Officer is training a new Berlin Police Officer
- Increasing the Town of Berlin's evening shift differential (after 2:00 PM) to \$0.65 per hour and the midnight shift differential (10:00 PM) to \$0.80 per hour so the department is competitive with other law enforcement agencies
- Bringing the Police Department inclement weather policy in line with what is currently offered to other Town Staff when they are called into work during times of inclement weather (2.5x normal rate when the Mayor and Town Administrator authorize the closure of Town Hall)
- Making the holiday compensation rate competitive with other law enforcement agencies by paying (1.5x normal rate for all holidays with the exception of Easter Sunday, Thanksgiving, Christmas Eve, and Christmas Day when officers would receive 2x their normal rate of pay)
- Additional payments for law enforcement officers working in specialty areas:
- The Chief of Police and Human Resources Director are working to gather all the information needed to begin the LEOPS study. Submission to the State of Maryland will occur in September/October of 2022 and the Town should have the findings available for the FY24 budgeting process (January/February 2023).

- Piloting a 1099 employee to assist with fingerprinting services and other duties determined by the Chief of Police for a period of 6-months. The salary of this position is expected to be fully covered by fingerprinting fees. If the position requires the use of salary dollars not generated by fingerprinting fees during the 6-month pilot period, the position will not be renewed.
- The Chief of Police, Lt. Fisher, and the Human Resources Director, have determined salary adjustments that need to be made across the entire department to equitably compensate officers based on experience and years of service within the department. These adjustments should account for the changes that have been made in the base rate of pay during the FY23 budgeting process to make our department competitive from a recruitment perspective.

Additionally, at the time of this memo the department has nine officers working, two officers out on medical leave, three true vacancies, but hiring for four, and has received a total of five applications. We are currently recruiting for four officers to help account for the vacancies and attrition.

FINANCIAL IMPACT

The financial projections associated with Option 1, Option 2, and Option 3 have been compiled using figures provided by the Police Department, Human Resources, the Finance Department and the LEOPS study completed in February of 2019. Each option contains the immediate budgetary impact as well as a projected future budgetary impact for each fiscal year moving forward once adopted.

Option 1 produces a \$75,000 increase in FY 23 and potentially a \$315,000 impact in FY24. The total cost in FY24 would be carried forward to all future fiscal years.

OPTIONS FOR CONSIDERATION

Currently, there are three options available for consideration. The options have been created using information discussed during several meetings proceeding June 29, 2022, with the goal of addressing the recruitment and retention of law enforcement officers for the Town of Berlin.

Option 1:

Recruitment & Retention	Proposed Increase	Notes
Salary Increases	\$40,000	
Shift Differential	\$5,000	Per FY
FTO Pay	\$2,550	Training 4 new personnel
Specialty Unit Pay	\$2,250	3 personnel
K9 Pay	\$315	2 personnel
Inclement Weather Pay	\$325	Approx. 5 days (weather dependent)
Holiday Pay	\$12,000	Per FY
FICA & Retirement	\$9,153	

Total funds needed for retention:	\$71,593	Should budget \$75,000 in additional expenditures for Option 1
Net/Adjusted Cost of LEOPS	\$240,000	Per FY
Total Budgetary Impact:	\$315,000	Per FY

Option 2:

Recruitment & Retention	Proposed Increase	Notes
Salary Increases		RFP is open for salary study for all town positions
Shift Differential	\$5,000	Per FY
FTO Pay	\$2,550	Training 4 new personnel
Specialty Unit Pay	\$2,250	3 personnel
K9 Pay	\$315	2 personnel
Inclement Weather Pay	\$325	Approx. 5 days (weather dependent)
Holiday Pay	\$12,000	Per FY
FICA & Retirement	\$9,153	
Total funds needed for retention:	\$31,593	Should budget \$32,000 in additional expenditures for Option 2
Net/Adjusted Cost of LEOPS	\$240,000	Per FY
Total Budgetary Impact:	\$272,000	Per FY

Option 3:

Recruitment & Retention	Proposed Increase	Notes
Net/Adjusted Cost of LEOPS	\$240,000	Per FY
Total Budgetary Impact:	\$240,000	Per FY

RECOMMENDATION

After much discussion, the recommendation is to pursue Option 1 which includes salary adjustments for law enforcement officers, increases to shift differential pay for officers working evening and mid-night shifts, additional pay for officers training new recruits, specialty unit pay and additional compensation for K9 officers, inclement weather pay, holiday pay, and the increases to FICA and the MSRS. The anticipated change to the FY23 budget would be an increase of \$75,000. These costs would carry forward to future fiscal year budgets.

The pursuit of Option 1 will be funded in FY23 using residual salary dollars from police department vacancies and reimbursements from workers compensation. The Town of Berlin is also pursuing \$35,000 in grant funding to offset overtime expenditures in FY23.

The major difference between Option 1 and Option 2 are the adjustments to salaries which will cost approximately \$40,000. Prior to making the recommendation to pursue Option 1, the Finance Department conducted an analysis of budgeted vs. actual overtime expenditures for the

Police Department in FY22 and FY23. In FY22 the Town of Berlin budgeted \$70,000 in overtime for the Police Department and expensed \$132,000. In FY23 the Town of Berlin budgeted \$80,000 in overtime for the Police Department and without adjusting our operations or funding we are on course to expend \$136,000 in overtime this fiscal year (i.e., \$56,000 over budget). Therefore, we believe that there is potential to mitigate FY23 overtime costs for the Police Department by making the salary adjustments outlined in Option 1.

This recommendation is not made lightly, since it will represent an additional \$75,000 in salary expenses each fiscal year which may impact the Town of Berlin's ability to direct those cash flows in other directions.

Option 1 also includes information about the potential cost of entering into LEOPS in FY24. These costs have been extracted from the LEOPS study that was conducted in February 2019 and contain a projected net/adjusted cost of \$240,000 per fiscal year. The cost of LEOPS would carry forward to future fiscal year budgets.

ADDITIONAL INFORMATION/ATTACHMENTS

Excel File: Berlin Police Department Retention and Recruitment FY 2023

Excel File: LEOPS Study



Check Run Reports for:

09.09.22

09.12.22

09.13.22

09.15.22

09.20.22

****FULL CHECK RUNS ARE AVAILABLE IN THE ONLINE
PACKET**



Town of Berlin, MD

Refund Check Register

Refund Check Detail

UBPKT08646 - Refunds 1 UBPKT08645 Single Billing

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
22-2180001-01	SCHNECK, BRIAN & RONA	9/9/2022	22994	16.43			16.43	Generated From Billing
Total Refunds: 1				Total Refunded Amount:	16.43			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	16.43
Revenue Total:	16.43

General Ledger Distribution

Posting Date: 09/09/2022

	Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC				
	10-1110-1098	CLAIM ON CASH-FUND 10	-16.43	Yes
	10-2010-2074	UNAPPLIED CREDITS	16.43	
		10 Total:	0.00	
Fund: 98 - POOLED CASH				
	98-1098-1000	CENTRAL DEPOSITORY CASH	-16.43	
	98-2498-2200	DUE TO OTHER FUNDS	16.43	Yes
		98 Total:	0.00	
		Distribution Total:	0.00	



Town of Berlin, MD

Refund Check Register

Refund Check Detail

UBPKT08835 - Refunds 1 UBPKT08834 Single Billing

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
99-9100612-00	COX MANAGEMENT GROUP LLC	9/9/2022	22993	75.50			75.50	Generated From Billing
Total Refunds: 1				Total Refunded Amount:	75.50			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	75.50
Revenue Total:	75.50

General Ledger Distribution

Posting Date: 08/26/2022

	Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC				
	10-1110-1098	CLAIM ON CASH-FUND 10	-75.50	Yes
	10-2010-2074	UNAPPLIED CREDITS	75.50	
	10 Total:		0.00	
Fund: 98 - POOLED CASH				
	98-1098-1000	CENTRAL DEPOSITORY CASH	-75.50	
	98-2498-2200	DUE TO OTHER FUNDS	75.50	Yes
	98 Total:		0.00	
	Distribution Total:		0.00	



Town of Berlin, MD

Refund Check Register

Refund Check Detail

UBPKT08868 - 20220907MT

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
22-5200000-00	SHORE UP-REFUNDS	9/7/2022	22992	2,679.79			2679.79	Deposit
Total Refunds: 1				Total Refunded Amount:	2,679.79			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	2679.79
Revenue Total:	2679.79

General Ledger Distribution

Posting Date: 09/09/2022

	Account Number	Account Name	Posting Amount	IFT
Fund:	10 - ELECTRIC			
	10-1110-1098	CLAIM ON CASH-FUND 10	-2,679.79	Yes
	10-2010-2074	UNAPPLIED CREDITS	2,679.79	
	10 Total:		0.00	
Fund:	98 - POOLED CASH			
	98-1098-1000	CENTRAL DEPOSITORY CASH	-2,679.79	
	98-2498-2200	DUE TO OTHER FUNDS	2,679.79	Yes
	98 Total:		0.00	
	Distribution Total:		0.00	



Town of Berlin, MD

Refund Check Register

Refund Check Detail

UBPKT08860 - 20220907MT

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
66-0450921-14	THOMAS, JOSHUA	9/7/2022	22991	200.00			200.00	Deposit
Total Refunds: 1		Total Refunded Amount:		200.00				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	200.00
Revenue Total:	200.00

General Ledger Distribution

Posting Date: 09/09/2022

	Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC	10-1110-1098	CLAIM ON CASH-FUND 10	-200.00	Yes
	10-2010-2074	UNAPPLIED CREDITS	200.00	
	10 Total:		0.00	
Fund: 98 - POOLED CASH	98-1098-1000	CENTRAL DEPOSITORY CASH	-200.00	Yes
	98-2498-2200	DUE TO OTHER FUNDS	200.00	
	98 Total:		0.00	
	Distribution Total:		0.00	



Town of Berlin, MD

Refund Check Register

Refund Check Detail

UBPKT08858 - 20220907MT

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
55-0750201-01	TIMMONS, ANN	9/7/2022	22990	392.34			392.34	Deposit
Total Refunds: 1			Total Refunded Amount:	392.34				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	392.34
Revenue Total:	392.34

General Ledger Distribution

Posting Date: 09/09/2022

	Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC	10-1110-1098	CLAIM ON CASH-FUND 10	-392.34	Yes
	10-2010-2074	UNAPPLIED CREDITS	392.34	
	10 Total:		0.00	
Fund: 98 - POOLED CASH	98-1098-1000	CENTRAL DEPOSITORY CASH	-392.34	
	98-2498-2200	DUE TO OTHER FUNDS	392.34	Yes
	98 Total:		0.00	
	Distribution Total:		0.00	



Town of Berlin, MD

Refund Check Register

Refund Check Detail

UBPKT08857 - 20220907MT

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
11-1110501-23	CROCKETT, ANNIE	9/7/2022	22989	138.05			138.05	Deposit
Total Refunds: 1			Total Refunded Amount:	138.05				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	138.05
Revenue Total:	138.05

General Ledger Distribution

Posting Date: 09/09/2022

	Account Number	Account Name	Posting Amount	IFT
Fund:	10 - ELECTRIC			
	10-1110-1098	CLAIM ON CASH-FUND 10	-138.05	Yes
	10-2010-2074	UNAPPLIED CREDITS	138.05	
		10 Total:	0.00	
Fund:	98 - POOLED CASH			
	98-1098-1000	CENTRAL DEPOSITORY CASH	-138.05	
	98-2498-2200	DUE TO OTHER FUNDS	138.05	Yes
		98 Total:	0.00	
		Distribution Total:	0.00	



Town of Berlin, MD

Refund Check Register

Refund Check Detail

UBPKT08812 - 20220823MT

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
44-1210111-00	STUARTS ANTIQUES	8/23/2022	22921	292.31			292.31	Deposit
Total Refunds: 1			Total Refunded Amount:	292.31				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	292.31
Revenue Total:	292.31

General Ledger Distribution

Posting Date: 09/09/2022

	Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC	10-1110-1098	CLAIM ON CASH-FUND 10	-292.31	Yes
	10-2010-2074	UNAPPLIED CREDITS	292.31	
	10 Total:		0.00	
Fund: 98 - POOLED CASH	98-1098-1000	CENTRAL DEPOSITORY CASH	-292.31	
	98-2498-2200	DUE TO OTHER FUNDS	292.31	
	98 Total:		0.00	Yes
	Distribution Total:		0.00	



Town of Berlin, MD

Refund Check Register

Refund Check Detail

UBPKT08794 - 20220819MT

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
33-0950011-00	COOK, BETH	8/19/2022	22988	438.36			438.36	Deposit
Total Refunds: 1			Total Refunded Amount:	438.36				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	438.36
Revenue Total:	438.36

General Ledger Distribution

Posting Date: 09/09/2022

	Account Number	Account Name	Posting Amount	IFT
Fund:	10 - ELECTRIC			
	10-1110-1098	CLAIM ON CASH-FUND 10	-438.36	Yes
	10-2010-2074	UNAPPLIED CREDITS	438.36	
		10 Total:	0.00	
Fund:	98 - POOLED CASH			
	98-1098-1000	CENTRAL DEPOSITORY CASH	-438.36	
	98-2498-2200	DUE TO OTHER FUNDS	438.36	Yes
		98 Total:	0.00	
		Distribution Total:	0.00	



Town of Berlin, MD

Payment Register

APPKT02446 - 20220912SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0000088	AFFORDABLE BUSINESS SYSTEMS					77.28
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	77.28	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
IN197474	COPIER SERVICE	09/07/2022	09/07/2022	0.00	77.28	
Vendor Number	Vendor Name					Total Vendor Amount
0000224	ASHTON WELDING					2,233.89
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	2,233.89	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
3102	SBR 1 DECANT ARM	09/09/2022	09/09/2022	0.00	2,233.89	
Vendor Number	Vendor Name					Total Vendor Amount
0000249	ATLANTIC TRACTOR					1,101.03
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	1,101.03	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
P51031	BLADES,GRASS CUTTER PARTS	09/09/2022	09/09/2022	0.00	1,101.03	
Vendor Number	Vendor Name					Total Vendor Amount
0000306	BELAIR ROAD SUPPLY					747.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	747.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
472649,472651	15 HARRISON IRRIGATION	09/09/2022	09/09/2022	0.00	747.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000323	BERLIN AUTOMOTIVE					106.14
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	86.49	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
421696,421692,421700	SERVICE 64	09/09/2022	09/09/2022	0.00	86.49	
Check				09/12/2022	19.65	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
---VARIOUS INVOICES	TOOLS, PARTS AND OTHER SUPPLIES	09/09/2022	09/09/2022	0.00	19.65	
Vendor Number	Vendor Name					Total Vendor Amount
0000393	BOHLEN MARY					75.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	75.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
REFUND 9/8/2022	REQUEST FOR VOTER ROLL	09/09/2022	09/09/2022	0.00	75.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000405	BRASURE'S PEST CONTROL INC					160.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	160.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
756297,756298	QUARTERLY PEST CONTROL	09/09/2022	09/09/2022	0.00	160.00	

Payment Register

APPKT02446 - 20220912SW

Vendor Number	Vendor Name					Total Vendor Amount
0000480	CATO OIL CO., INC.					14,254.13
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	14,254.13	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2224301	TOWN VEHICLE GAS	09/07/2022	09/07/2022	0.00	14,254.13	
Vendor Number	Vendor Name					Total Vendor Amount
0000792	EAST TO WEST EMBROIDERY & DESIGN					144.95
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	144.95	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
62017	NAME & TOWN EMBLEM - FR UNIFORM SHIRTS PAUL MILLE	09/09/2022	09/09/2022	0.00	144.95	
Vendor Number	Vendor Name					Total Vendor Amount
0000794	EASTERN SHORE COFFEE					178.60
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	178.60	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
214221,765752,277978	DRINKING WATER AND COOLER RENTAL FEE	09/09/2022	09/09/2022	0.00	132.16	
279389	DISTILLED WATER	09/09/2022	09/09/2022	0.00	46.44	
Vendor Number	Vendor Name					Total Vendor Amount
0000802	EASTERN WATER BLAST SYSTEM					820.28
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	820.28	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
218753	POWERWASH EQUIPMENT	09/09/2022	09/09/2022	0.00	820.28	
Vendor Number	Vendor Name					Total Vendor Amount
0000808	ED SUPPLY CO					122.88
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	122.88	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
6675-1170954	SMOKE DETECTORS	09/09/2022	09/09/2022	0.00	122.88	
Vendor Number	Vendor Name					Total Vendor Amount
0000847	ENVIROCORP, INC.					1,205.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	1,205.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
IN2202314	MONITORING WELL SAMPLES	09/09/2022	09/09/2022	0.00	1,205.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000897	FERGUSON ENTERPRISES					233.46
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	233.46	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0597732	REPAIR BANDS	09/09/2022	09/09/2022	0.00	233.46	
Vendor Number	Vendor Name					Total Vendor Amount
0000899	FIRE PROTECTIVE SERVICE					616.55
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	616.55	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
104940	FIRE ALARM INSPECTION TOWN HALL	09/09/2022	09/09/2022	0.00	616.55	

Payment Register

APPKT02446 - 20220912SW

Vendor Number	Vendor Name					Total Vendor Amount
0003447	GLEND A HOLDEN					500.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
AUG 29-SEPT 11	FY23 CLEANING SERVICES	09/07/2022	09/07/2022	0.00	500.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000977	GREAT AMERICA FINANCIAL					212.64
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	212.64	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
32366930	COPIER LEASE POLICE DEPT	09/07/2022	09/07/2022	0.00	137.04	
32366931	GREAT AMERICA LEASE MICR PRINTER 017-1654429-000	09/07/2022	09/07/2022	0.00	75.60	
Vendor Number	Vendor Name					Total Vendor Amount
0000993	HACH COMPANY					1,693.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	1,693.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
13198317	REPAIR SPECTROMETER	09/09/2022	09/09/2022	0.00	1,693.50	
Vendor Number	Vendor Name					Total Vendor Amount
0001032	HILL'S ELECTRIC MOTOR SERVICE INC.					920.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	920.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0134364	TROUBLESHOOT MOLES	09/09/2022	09/09/2022	0.00	920.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001039	HOLT PAPER CO.					594.46
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	594.46	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
458150	TOILET PAPER	09/09/2022	09/09/2022	0.00	594.46	
Vendor Number	Vendor Name					Total Vendor Amount
0003469	HOMES FOR AMERICA					25.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	25.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
REFUND	PARK RESERVATION DEPOSIT	09/07/2022	09/07/2022	0.00	25.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001068	INTERCOASTAL TRADING INC.					9,500.35
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	4,659.35	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
223134,222869,22885	BLEACH	09/09/2022	09/09/2022	0.00	4,659.35	
Check				09/12/2022	4,841.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
223389,,223,362,224	BLEACH LAGOON	09/09/2022	09/09/2022	0.00	4,841.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001203	KALISHA FISHER					25.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	25.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
9/6 REFUND	PARK RESERVATION DEPOSIT	09/07/2022	09/07/2022	0.00	25.00	

Payment Register
APPKT02446 - 20220912SW

Vendor Number 0001495	Vendor Name MIDDLE DEPARTMENT INSPECTION AGENCY					Total Vendor Amount 290.00
Payment Type Check	Payment Number			Payment Date 09/12/2022	Payment Amount 290.00	
Payable Number 841842	Description INSPECTION SERVICES	Payable Date 09/07/2022	Due Date 09/07/2022	Discount Amount 0.00	Payable Amount 290.00	
Vendor Number 0003076	Vendor Name NCSI					Total Vendor Amount 40.00
Payment Type Check	Payment Number			Payment Date 09/12/2022	Payment Amount 40.00	
Payable Number 25457	Description PRE EMPLOYMENT BACKGROUND SCREENING	Payable Date 09/07/2022	Due Date 09/07/2022	Discount Amount 0.00	Payable Amount 40.00	
Vendor Number 0003470	Vendor Name O C BERLIN ROTORY CLUB					Total Vendor Amount 50.00
Payment Type Check	Payment Number			Payment Date 09/12/2022	Payment Amount 50.00	
Payable Number REFUND	Description PARK RESERVATION DEPOSIT	Payable Date 09/07/2022	Due Date 09/07/2022	Discount Amount 0.00	Payable Amount 50.00	
Vendor Number 0001677	Vendor Name PENINSULA DRY CLEANERS, INC					Total Vendor Amount 80.00
Payment Type Check	Payment Number			Payment Date 09/12/2022	Payment Amount 80.00	
Payable Number 20-3833	Description DRY CLEANING SERVICES	Payable Date 09/09/2022	Due Date 09/09/2022	Discount Amount 0.00	Payable Amount 80.00	
Vendor Number 0003127	Vendor Name QUADIENT FINANCE USA, INC					Total Vendor Amount 552.15
Payment Type Check	Payment Number			Payment Date 09/12/2022	Payment Amount 552.15	
Payable Number 7900 0440 8091 8273 9/1/202	Description POSTAGE FOR POSTAGE MACHINE IN TOWN HALL	Payable Date 09/09/2022	Due Date 09/09/2022	Discount Amount 0.00	Payable Amount 552.15	
Vendor Number 0001757	Vendor Name RACETRACK AUTO CENTER					Total Vendor Amount 3,431.89
Payment Type Check	Payment Number			Payment Date 09/12/2022	Payment Amount 3,431.89	
Payable Number 143457.603.604.682.892	Description VEHICLE REPAIRS	Payable Date 09/07/2022	Due Date 09/07/2022	Discount Amount 0.00	Payable Amount 3,431.89	
Vendor Number 0003171	Vendor Name RICKY JARMON					Total Vendor Amount 933.38
Payment Type Check	Payment Number			Payment Date 09/12/2022	Payment Amount 933.38	
Payable Number AUGUST FY 23	Description MONTHLY CLEANING SERVICE POLICE BUILDING	Payable Date 09/07/2022	Due Date 09/07/2022	Discount Amount 0.00	Payable Amount 933.38	
Vendor Number 0001814	Vendor Name RJ LOCK & SECURITY					Total Vendor Amount 1,090.00
Payment Type Check	Payment Number			Payment Date 09/12/2022	Payment Amount 1,090.00	
Payable Number 83597	Description PARTS TO REPAIR DOOR LOCK	Payable Date 09/12/2022	Due Date 09/12/2022	Discount Amount 0.00	Payable Amount 1,090.00	

Payment Register

APPKT02446 - 20220912SW

Vendor Number	Vendor Name					Total Vendor Amount
0002795	SANDPIPER ENERGY INC					8,681.68
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	8,681.68	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
06-605972-74395-1 AUG FY 2	NATURAL GAS TRANSPORTATION - POWER PLANT	09/09/2022	09/09/2022	0.00	8,681.68	
Vendor Number	Vendor Name					Total Vendor Amount
0001997	STAPLES BUSINESS CREDIT					1,118.21
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	1,118.21	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1643907409	OFFICE SUPPLIES	09/09/2022	09/09/2022	0.00	1,118.21	
Vendor Number	Vendor Name					Total Vendor Amount
0003467	SUNRISE SAFETY SERVICES INC					1,555.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	1,555.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
120562	METAL BARRACADES FOR DOWNTOWN EVENTS	09/12/2022	09/12/2022	0.00	1,555.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003087	THERMAL PROCESS SYSTEMS INC					540.76
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	540.76	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
69122.3REV1	MOLE BUMPER	09/09/2022	09/09/2022	0.00	540.76	
Vendor Number	Vendor Name					Total Vendor Amount
0002928	UNIFIRST CORPORATION					122.66
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	122.66	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1430026798	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	09/09/2022	09/09/2022	0.00	122.66	
Vendor Number	Vendor Name					Total Vendor Amount
0002220	USA BLUEBOOK					251.36
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	251.36	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0744303	TUBING	09/09/2022	09/09/2022	0.00	251.36	
Vendor Number	Vendor Name					Total Vendor Amount
0002252	VERIZON WIRELESS-720117503-00001					527.62
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	527.62	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
9914214608	MDT CARD FEE	09/07/2022	09/07/2022	0.00	527.62	
Vendor Number	Vendor Name					Total Vendor Amount
0002304	WEST OCEAN CITY ILLNESS & INJURY CENTER					45.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/12/2022	45.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
18718425	PRE EMPLOYMENT DRUG SCREENING	09/07/2022	09/07/2022	0.00	45.00	

Payment Register

APPKT02446 - 20220912SW

Vendor Number	Vendor Name					Total Vendor Amount
0002363	WORCESTER COUNTY LANDFILL					13,697.10
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		09/12/2022	13,697.10			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
124 AUG FY 23	REFUSE, RECYCLE AND CAN PULLS	09/09/2022	09/09/2022	0.00	13,697.10	

Vendor Number	Vendor Name					Total Vendor Amount
0002384	WORCESTER YOUTH & FAMILY COUNSELING SERVICES					11,426.01
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		09/12/2022	11,426.01			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
AUG FY 23	FY2023 ANNUAL CONTRACT	09/09/2022	09/09/2022	0.00	11,426.01	

Payment Register

APPKT02446 - 20220912SW

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	45	43	0.00	79,979.96
Packet Totals:		45	43	0.00	79,979.96



Town of Berlin, MD

Payment Register

APPKT02448 - 20220913SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount			
0003459	MARYLAND DEPT OF ASSESSMENTS & TAXATION	7,716.03			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		09/13/2022	7,716.03		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
FORM 29E SEPT FY 22	MD FRANCHISE TAX SEPT 15	09/13/2022	09/13/2022	0.00	7,716.03

Payment Register

APPKT02448 - 20220913SW

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	7,716.03
Packet Totals:		1	1	0.00	7,716.03



Town of Berlin, MD

Payment Register

APPKT02450 - 20220915SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0003472	DEER VALLEY YMCA CAMP					100.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		09/15/2022	100.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
09152022	DONATION FOR EMPLOYEE FAMILY PASSING	09/15/2022	09/15/2022	0.00	100.00	

Payment Register

APPKT02450 - 20220915SW

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	100.00
Packet Totals:		1	1	0.00	100.00



Town of Berlin, MD

Payment Register

APPKT02454 - 20220920SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0000031	A.C. SCHULTES OF DELAWARE INC					2,450.00
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/20/2022	2,450.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
12301	EFFLUENT PUMP 1	09/19/2022	09/19/2022	0.00	2,450.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002406	AE MOORE JANITORIAL INC					7,188.19
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/20/2022	7,188.19
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
422740	PAPER PRODUCTS AND OTHER JANITORIAL SUPPLIES	09/19/2022	09/19/2022	0.00	7,188.19	
Vendor Number	Vendor Name					Total Vendor Amount
0000090	AFLAC					1,134.51
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/20/2022	1,134.51
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
945862	AFLAC SUPPLEMENTAL INSURANCE	09/19/2022	09/19/2022	0.00	1,134.51	
Vendor Number	Vendor Name					Total Vendor Amount
0000166	ANIXTER POWER SOLUTIONS, LLC					341.21
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/20/2022	341.21
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
5381483-00	6 TERM 1 RINGLESS METER SOCKET W/TEST SWITCHES	09/13/2022	09/13/2022	0.00	341.21	
Vendor Number	Vendor Name					Total Vendor Amount
0003184	ASHLEY MURRELL					25.00
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/20/2022	25.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
REFUND 9/19 FY 23	PARK RESERVATION DEPOSIT	09/20/2022	09/20/2022	0.00	25.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000323	BERLIN AUTOMOTIVE					175.57
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/20/2022	175.57
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
423273,423283	BATTERY 6741	09/20/2022	09/20/2022	0.00	175.57	
Vendor Number	Vendor Name					Total Vendor Amount
0000455	CARD'S TECHNOLOGY					9,666.38
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/20/2022	9,666.38
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
197778	OFFICE 365	09/12/2022	09/12/2022	0.00	1,177.00	
197880	MAYOR COMPUTER	09/19/2022	09/19/2022	0.00	1,533.48	
197884	WR COMPUTERS AND ACCESSORIES	09/19/2022	09/19/2022	0.00	4,304.87	
197885	SCADA UPGRADE	09/20/2022	09/20/2022	0.00	2,651.03	

Payment Register

APPKT02454 - 20220920SW

Vendor Number	Vendor Name					Total Vendor Amount
0000534	CJIS-CR					3,429.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	3,429.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
APP-8M-025	FINGERPRINTING	09/19/2022	09/19/2022	0.00	3,429.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000572	COMCAST					1,621.48
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	149.05	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 00233325 OCT FY 23	COMCAST INTERNET & DIGITAL SVCS	09/19/2022	09/19/2022	0.00	149.05	
Check				09/20/2022	185.72	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0041947 OCT FY 23	COMCAST INTERNET & DIGITAL SVCS	09/19/2022	09/19/2022	0.00	185.72	
Check				09/20/2022	185.72	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0042184 OCT FY 23	COMCAST INTERNET & DIGITAL SVCS	09/19/2022	09/19/2022	0.00	185.72	
Check				09/20/2022	156.81	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0043323 OCT FY 23	COMCAST INTERNET & DIGITAL SVCS	09/19/2022	09/19/2022	0.00	156.81	
Check				09/20/2022	149.05	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0043547 OCT FY 23	COMCAST INTERNET & DIGITAL SVCS	09/19/2022	09/19/2022	0.00	149.05	
Check				09/20/2022	368.10	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0052845 OCT FY 23	COMCAST INTERNET & DIGITAL SVCS	09/20/2022	09/20/2022	0.00	368.10	
Check				09/20/2022	27.03	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0053157 SEPT FY 23	TELEVISION SERVICE - POLICE DEPARTMENT	09/19/2022	09/19/2022	0.00	27.03	
Check				09/20/2022	214.28	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0054711 OCT FY 23	COMCAST INTERNET & DIGITAL SVCS	09/19/2022	09/19/2022	0.00	214.28	
Check				09/20/2022	185.72	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0149930 OCT FY 23	COMCAST INTERNET & DIGITAL SVCS	09/19/2022	09/19/2022	0.00	185.72	
Vendor Number	Vendor Name					Total Vendor Amount
0000581	COMPTROLLER OF MARYLAND					2,391.05
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	2,391.05	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
AUG FY 23	ELECTRIC UNIVERSAL SERVICE PROGRAM FUND	09/20/2022	09/20/2022	0.00	2,391.05	
Vendor Number	Vendor Name					Total Vendor Amount
0000584	COMPTROLLER OF MARYLAND					723.20
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	723.20	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
AUG FY 23	ENVIRONMENTAL TRUST FUND REPORT	09/20/2022	09/20/2022	0.00	723.20	
Vendor Number	Vendor Name					Total Vendor Amount
0000847	ENVIROCORP, INC.					442.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	442.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
IN2202376	WEEKLY DISCHARGE MONITORING SAMPLES	09/19/2022	09/19/2022	0.00	442.50	

Payment Register

APPKT02454 - 20220920SW

Vendor Number	Vendor Name					Total Vendor Amount
0000860	ESRI					400.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	400.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
94284133	ANNUAL MAINTENANCE ON GIS SYSTEM ON DESKTOP	09/20/2022	09/20/2022	0.00	400.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003294	EVERETT A SPELLS					300.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	300.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
SEPT 18 2022 fFY 23	FARMERS MARKET MUSIC	09/19/2022	09/19/2022	0.00	150.00	
SEPT 25 2022 FY 23	FARMERS MARKET MUSIC	09/19/2022	09/19/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000907	FLAG PUBLICATIONS INC					28.75
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	28.75	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
351720	2022 ELECTION ADVERTISING	09/19/2022	09/19/2022	0.00	28.75	
Vendor Number	Vendor Name					Total Vendor Amount
0000948	GEORGE & LYNCH INC					106,342.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	106,342.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
APPL #1	RFP 2021-03 PAVING STREETS AND PATH	09/12/2022	09/12/2022	0.00	106,342.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003447	GLENDA HOLDEN					500.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
SEPT 5 - SEPT 18 FY 23	FY23 CLEANING SERVICES	09/20/2022	09/20/2022	0.00	500.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000968	GOODY HILL GROUND WORK INC					525.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	525.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
10187	TAP WATER MAIN 15 HARRISON	09/19/2022	09/19/2022	0.00	525.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001032	HILL'S ELECTRIC MOTOR SERVICE INC.					1,836.40
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	1,836.40	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0088592,0134625	FILTER BUILDING EXHAUST FAN MOTOR	09/19/2022	09/19/2022	0.00	1,836.40	
Vendor Number	Vendor Name					Total Vendor Amount
0001083	J & A BOTTLELESS WATER COOLERS INC					174.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	174.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
63640	QUARTERLY BOTTLELESS WATER TOWN HALL RENTAL	09/12/2022	09/12/2022	0.00	174.00	

Payment Register

APPKT02454 - 20220920SW

Vendor Number	Vendor Name					Total Vendor Amount
0003331	JESSICA HALL					3,290.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	3,290.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
004	YELLOW BRICK ROAD AND POLLINATOR WAY MURAL	09/19/2022	09/19/2022	0.00	3,290.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001286	LEGAL SHIELD					31.90
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	31.90	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
139007 SEPT FY 23	LEGALSHIELD SUPPLEMENTAL EMPLOYEE PAID INSURANCE	09/19/2022	09/19/2022	0.00	31.90	
Vendor Number	Vendor Name					Total Vendor Amount
0001402	MARYLAND MUNICIPAL ATTORNEYS ASSOCIATION					50.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	50.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
MEMBER FY 23	DAVID GASKILL MD ATTY ASSOC. MEMBERSHIP DUES	09/19/2022	09/19/2022	0.00	50.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003458	MD CUSTOM PROMOS					3,175.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	3,175.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2145	GRANT FUNDED REUSABLE TOTE BAGS	09/19/2022	09/19/2022	0.00	3,175.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001495	MIDDLE DEPARTMENT INSPECTION AGENCY					104.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	104.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
842008	INSPECTION SERVICES	09/19/2022	09/19/2022	0.00	104.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001496	MIDWEST RADAR EQUIPMENT					180.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	180.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
171936	RADAR CERTIFICATION	09/19/2022	09/19/2022	0.00	180.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001565	NATIONWIDE RETIREMENT SOLUTIONS					4,894.96
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	4,894.96	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
PPE 9/11/2022	NATIONWIDE RETIREMENT EMPLOYEE CONTRIBUTIONS	09/12/2022	09/12/2022	0.00	4,894.96	
Vendor Number	Vendor Name					Total Vendor Amount
0001707	PITTSVILLE MOTORS					20.32
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	20.32	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
56057	TRUCK 64 HOSE ASSY	09/19/2022	09/19/2022	0.00	20.32	

Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
0001757	RACETRACK AUTO CENTER					49.37
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	49.37	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
144025	LOF 6748	09/19/2022	09/19/2022	0.00	49.37	
Vendor Number	Vendor Name					Total Vendor Amount
0002795	SANDPIPER ENERGY INC					64.74
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	64.74	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
06-605972-67941-1 SEPT FY 2	GAS FOR POLICE DEPT	09/19/2022	09/19/2022	0.00	64.74	
Vendor Number	Vendor Name					Total Vendor Amount
0001973	SONRISE CHURCH					25.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	25.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
REFUND 9/12/2022	PARK RESERVATION DEPOSIT	09/19/2022	09/19/2022	0.00	25.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001998	STAPLES CREDIT PLAN					247.14
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	247.14	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
SEPT 25 2022 FY 23	STAPLES OFFICE SUPPLIES	09/19/2022	09/19/2022	0.00	247.14	
Vendor Number	Vendor Name					Total Vendor Amount
0002022	STUART C IRBY CO					787.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	787.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
S013149266.001	#6 U/G TRIPLEX STREET LIGHT CABLE	09/13/2022	09/13/2022	0.00	787.50	
Vendor Number	Vendor Name					Total Vendor Amount
0002092	THE DEPT OF PUBLIC SAFETY & CORRECTIONAL SVC					77.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	77.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
AB2-08-420	METER LOG ON FEE	09/19/2022	09/19/2022	0.00	77.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002169	TRACTOR SUPPLY CO					515.27
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	515.27	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
100410126	TOOLS, PARTS, AND OTHER SUPPLIES	09/20/2022	09/20/2022	0.00	149.11	
200295599,100412186,20029	TOOLS, PARTS AND OTHER SUPPLIES	09/20/2022	09/20/2022	0.00	206.90	
200299910,100412592	DRILL BIT	09/20/2022	09/20/2022	0.00	159.26	
Vendor Number	Vendor Name					Total Vendor Amount
0002928	UNIFIRST CORPORATION					248.32
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/20/2022	248.32	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1430028043	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	09/12/2022	09/12/2022	0.00	122.66	
1430028966	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	09/19/2022	09/19/2022	0.00	125.66	

Payment Register

APPKT02454 - 20220920SW

Vendor Number	Vendor Name					Total Vendor Amount
0002205	UNITED WAY OF THE EASTERN SHORE					35.00
Payment Type	Payment Number					Payment Date Payment Amount
Check						09/20/2022 35.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
PPE 9/11/2022	UNITED WAY EMPLOYEE CONTRIBUTIONS	09/12/2022	09/12/2022	0.00	35.00	

Vendor Number	Vendor Name					Total Vendor Amount
0002264	VISION METERING					425.00
Payment Type	Payment Number					Payment Date Payment Amount
Check						09/20/2022 425.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
210653	PP-LG-AXS4-FM16/15K, 120-480V, CL400, TA50 METERS	09/19/2022	09/19/2022	0.00	425.00	

Vendor Number	Vendor Name					Total Vendor Amount
0002348	WOR WIC COMMUNITY COLLEGE					40.00
Payment Type	Payment Number					Payment Date Payment Amount
Check						09/20/2022 40.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
12833	K-9 AND EMPLOYEE TRAINING	09/19/2022	09/19/2022	0.00	40.00	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	54	47	0.00	153,954.76
Packet Totals:		54	47	0.00	153,954.76



Town of Berlin, MD

Payment Register

APPKT02456 - 20220920SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount			
0000166	ANIXTER POWER SOLUTIONS, LLC	1,334.93			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		09/20/2022	1,334.93		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
5432901-00,5003418-00	PED AG20 CIMP LCK ELEC WARN-VENT	09/20/2022	09/20/2022	0.00	1,334.93

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	1,334.93
Packet Totals:		1	1	0.00	1,334.93